



Dartmouth College

## Animal Care and Use Program

### Institutional Animal Care and Use Committee

#### IACUC Policies and Procedures

**Title:** Animals on Expired Protocols

**Purpose:** NIH guidelines state that it is unlawful to have and/or use animals on a protocol that has expired. The Institution has the responsibility to prevent research activity and research billing to any grant once the protocol has expired.

In the event that a protocol expires, and a renewal protocol has not been received and approved by the IACUC, these animals will be transferred to a holding protocol maintained by the Animal Resources Center. Access to these animals will be denied and the department will be billed for the per diems.

**Policy:** Investigators begin to receive notices from the IACUC office 90 days prior to the expiration of a protocol. If a protocol has not been received by the IACUC office prior to the 3rd renewal (~30 days prior to expiration), the Chair of the Department will be sent, via blitzmail, a letter indicating such. Information on the letter will include the current census for the protocol. Hard copies of the Expiration Notices and the letter will also be sent via Hinman.

Some current Categories where the Chair might be sent a Letter:

- PI has not submitted a protocol, has received 2 notices and not notified IACUC office of plans to terminate the protocol, or to allow it to expire
- PI has submitted a protocol, but runs the risk of the old one expiring prior to the new protocol becoming active
- PI has submitted a protocol which has been reviewed by the committee, it has been given Approved Pending Revision, but the PI has not addressed any issues and the expiration date is approaching.

These notices will be sent to the Department Chair when an Investigator falls into one of these categories, whether the Investigator has animals in the facility at the time of the letter or not. Departments will be charged for the per diems (if animals are currently housed in a facility) and for all fees related to maintaining these animals until a replacement protocol, submitted by the Investigator, is considered approved and activated.